

COUNTY OF YORK

MEMORANDUM

DATE: November 26, 2003 (BOS Mtg. 12/16/03)

TO: York County Board of Supervisors

FROM: James O. McReynolds, County Administrator

SUBJECT: Approval of Procurement Action

The attached resolution provides for the approval of a County purchase by the Board of Supervisors in accordance with its policy for procurements of over \$30,000. The Board's approval is requested for procurement of the following:

Edgehill North Stormwater Drainage Study – A Request for Proposal (RFP) was issued and advertised to acquire the services of a fully qualified engineering firm to perform a study of the Edgehill North drainage basin area. Property owners within this area have reported problems with inadequate drainage and occasional flooding. The selected engineering firm shall analyze the entire drainage system within the study area, including roadside ditches, culverts, rear and side yard ditches and swales, outfall channels, etc., evaluate the adequacy of each and propose recommended improvements where needed. Nineteen firms responded to the solicitation and the evaluation committee interviewed the top three ranked-firms. Negotiations were then conducted with the firm ranked number one, Rummel, Klepper & Kahl (Virginia Beach), resulting in a contract price of \$129,100. Sufficient funds are available in the Capital Improvements Plan (CIP) to complete the study for this project.

This procurement has been conducted in accordance with State procurement laws and/or County procurement policy and I recommend it be approved through the adoption of Proposed Resolution R03-196.

Sawyer/3681
Attachment

- Proposed Resolution R03-196